

## HISTORIC PLAQUE APPLICATION

Property Address\*\* \_\_\_\_\_ Date Structure Built \_\_\_\_\_

Owner's Name \_\_\_\_\_ Phone #'s \_\_\_\_\_

**PLEASE SUBMIT \$43.98 with your application. Plaques take 4 weeks to arrive.**

***\*\*If we do not have a historic survey on your property and it is not within one of Blacksburg's two National Register historic districts, please complete the following information below. Please contact Darren Coffey, 961-1114 or [darrenc@bev.net](mailto:darrenc@bev.net) for more information.***

### Application for Review of Historic Structure

When submitting this application to the Historic Architecture Review Board of the Town of Blacksburg, please provide recent, dated photographs of all facades of the building in addition to the information outlined below:

Building Address \_\_\_\_\_ Property Acreage \_\_\_\_\_

Please describe building, including year(s) of construction of each portion, type of construction, architectural and distinguishing features, etc. Description should also address setting and any landscape features. (attach extra sheet as necessary):

---

---

---

---

---

Historic information on the building and out buildings. Note any significant events, personages, and/or families associated with the property. (chain of title, etc., attach extra sheet as necessary):

---

---

---

---

---

Description or plans to alter or add on to the building:

---

---

---

Please enclose recent photographs of all facades (if possible) with this application.

The applicant certifies that the information on this application is true and accurate to the best of his/her knowledge.

Signed \_\_\_\_\_

Dated \_\_\_\_\_

**PLEASE SUBMIT THIS TO DARREN COFFEY  
Planning & Engineering Dept.  
300 S. Main Street, Blacksburg, VA 24060  
961-1114**

# **HISTORIC PLAQUES**

## **A. CRITERIA FOR AWARDING PLAQUES**

- 1 The structure must be at least 50 years old, as documented by written record.
- 2 The applicant must also meet one of the following criteria:
  - An historic survey is completed on the structure and it is a contributing structure in either the Miller-Southside Historic District (Draper-Preston neighborhood) or the Blacksburg Historic District.
  - The structure is on the Virginia Landmarks Register or the National Register of Historic Places.
  - Approval by the Historic Architecture Review Board based on its review of the applicant's proposal. The Board may forward eligible properties to the Virginia Department of Historic Resources for consideration on the Virginia Landmarks Register and for nomination to the National Register of Historic Places. (application is attached)
- 1 The historic integrity of the exterior architectural form, materials, and features should be maintained.

## **B. PLAQUE PLACEMENT**

- 1 The plaque must be placed on an exterior wall of the building or wall of the property, so that the public can see it. The applicant shall follow the directions and guidelines for plaque placement enclosed with the plaque and outlined below.
- 2 In an effort to establish uniform placement of the plaques so they can be seen by the public, please follow the guidelines outlined below:
  - First preference is for plaque to be mounted on the left side of the main entrance door if possible, and alternatively on the right side. (dependent on the location of other fixtures, mailboxes, house numbering, etc.) Any divergence from such placement must be approved by the Historic Architecture Review Board.
  - Where possible, plaque should be mounted so that the top of the plaque is at eye level, or roughly 5 to 6 feet.
  - If the structure is significantly set back from the road, the plaque should be placed on an exterior wall or permanent structure close to the road.

**PLAQUES cost \$43.98.**

**Please call Darren Coffey, 961-1114 for further information or with questions.**